

Before You Begin Checklist TTB Form 5130.9

Purpose

The purpose of TTB Form 5130.9 is monthly or quarterly reporting of the production of beer and associated materials.

If there is no activity during any months, you will still file the report showing zeros.

Deadlines for Filing

TTB Form 5130.9 is required to be filed on a monthly or quarterly basis.

This form is to be filed no later than the 15th day after the end of the reporting period, whether it be a month or quarter.

Forward form with original signature to:

Director, National Revenue Center
550 Main Street, Room 8002
Cincinnati, Ohio 45202-5215

SPECIAL NOTES REGARDING COMPLETION OF FORM 5130.9:

- ***Negative numbers may not be entered on this report. Part I of the report is designed to balance showing additions and removals to beer inventory as may be appropriate for each column.***
- ***All quantities are to be reported in barrels to the nearest second decimal place.***
- ***Before using the blank Line 12 in Section I and/or Line 32 in Section II, consult with your TTB National Revenue Center specialist at 1-877-882-3277.***
- ***Clearly enter the correct month and year the report covers in the appropriate area of the report; if you are submitting an amended report, please clearly mark "Amended Report" in the top margin of the form. If you need to file an amended report, you must complete all lines on the amended operational report form. You must fill in each applicable line on the new, amended form even if you are not amending that particular line from the original report. For guidance, please refer to [TTB Industry Circular 2004-4](#).***

- ***This form is in five parts, as follows:***

Part I – Beer Summary (Additions to and removal from beer inventory)

Part II – Tax Payments (Period reporting of tax payments)

Part III – Materials Used in Production

Part IV – Cereal Beverage Summary

Part V – Remarks (Clarifying/supplementing information reported on the form)

Before You Begin

The following is a list of all the materials and related information you should collect before beginning Form 5130.9:

- ☐ EIN number
- ☐ Registry
- ☐ Name and address of your brewery premise – exactly as it appears on your Brewer's Notice
- ☐ A copy of the completed Form 5130.9 you submitted for the previous month/quarter
- ☐ Documentation to provide sufficient support for amounts reported on the form